



Elaine F. Marshall, Secretary of State

## Additional Authorized Officer(s) Statement 2017

### Principal Information

Complete Name of Principal:\* \_\_\_\_\_

Physical Business Address of Principal (NOT a P.O.Box): \_\_\_\_\_

### #1 Additional Authorized Officer

Name of Principal's Authorized Officer: (Mr./Ms./Dr.) \_\_\_\_\_

Title of Principal's Authorized Officer: \_\_\_\_\_

Mailing Address of Principal's Authorized Officer: \_\_\_\_\_

Telephone No. of Principal's Authorized Officer: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail Address of Principal's Authorized Officer: \_\_\_\_\_

### #2 Additional Authorized Officer

Name of Principal's Authorized Officer: (Mr./Ms./Dr.) \_\_\_\_\_

Title of Principal's Authorized Officer: \_\_\_\_\_

Mailing Address of Principal's Authorized Officer: \_\_\_\_\_

Telephone No. of Principal's Authorized Officer: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail Address of Principal's Authorized Officer: \_\_\_\_\_

### #3 Additional Authorized Officer

Name of Principal's Authorized Officer: (Mr./Ms./Dr.) \_\_\_\_\_

Title of Principal's Authorized Officer: \_\_\_\_\_

Mailing Address of Principal's Authorized Officer: \_\_\_\_\_

Telephone No. of Principal's Authorized Officer: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail Address of Principal's Authorized Officer: \_\_\_\_\_

**\*The principal is the entity or person, as defined in N.C.G.S. §120C-100(a)(11) on whose behalf the lobbyist influences or attempts to influence legislative and/or executive action. The authorized officer is the person designated by the principal to act as the contact person for all lobbying activities.**

**CERTIFICATION**

I hereby certify that all information disclosed in this "Additional Authorized Officer(s) Statement 2017" is true, complete and correct. By signing this certification, I understand the principal through its authorized officer(s) or representative(s) has an affirmative duty to comply with the Lobbying Law and the rules including filing reports, as the law requires.

\_\_\_\_\_  
**Signature of #1 Additional Authorized Officer**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of #2 Additional Authorized Officer**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of #3 Additional Authorized Officer**

\_\_\_\_\_  
**Date**

**Report Preparer's Identity/Signature (Rule 18 NCAC 12.0209)**

Print name of Preparer (if other than lobbyist): \_\_\_\_\_

Signature of Preparer: \_\_\_\_\_ Date \_\_\_\_\_

## **FILING SUBMISSION METHOD**

### **For Informational Use Only; Discard Before Filing**

E-file the Additional Authorized Officers Statement by using the Lobbying Compliance Division Portal on our website: <http://www.secretary.state.nc.us/Lobbyists/>.

#### **How to e-file your Additional Authorized Officers Statement:**

- Go to the department's website (Secretary of State, Lobbying Compliance Division): <http://www.secretary.state.nc.us/Lobbyists/>
- Enter your Login information or click to create a New Account;
- After you have successfully created your account and logged into the system the next screen to appear should be the Lobbying Compliance Online Filing;
- Choose your profile type (Principal);
- Enter principal name as registered for the principal and click search;
- The principal name will appear; (NOTE: If search returns with no results found, check the spelling of the name or check to see how you registered the name with our office or call our office;
- Click on the name of principal;
- Choose "File Additional Officers";
- The next screen is titled "Submit A Document";
- Select "Browse" and locate your completed and saved document; (NOTE: To use this function you must already have completed the document and have saved the expense report. The report must be saved in a .pdf format for the submission to work as no other document types will be accepted.)
- Click "Upload" and then "Submit".